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| -**Pound Hill Pre-School**  Pound Hill Community Centre, Worth Road, Pound Hill, Crawley, West Sussex. RH10 7EP  07765245933  [phpsadmin@gmail.com](http://www.poundhillpreschool.com)  Registered charity Number: 1027606 |  |

**Application to join Pre-School / Waiting list**

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| **Personal details**   |  |  | | --- | --- | | **Child’s Full Name** |  | | **Child’s Date of Birth** |  | | **Full Address** |  | | **Postcode** |  | | **Parent / Carer Name (1)** |  | | **Relationship to child** |  | | **Address (if different)** |  | | **Contact Number** |  | | **Email Address** |  | | **Parent / Carer Name (2)** |  | | **Relationship to child** |  | | **Address (if different)** |  | | **Contact Number** |  | | **Email Address** |  | | | | |
| **Session Request**  Preferred start date: |  | | |
| *Please tick the sessions you would like your child to attend:*   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | |  | Monday | Tuesday | Wednesday | Thursday | Friday | | 8:30-12:30 |  |  |  |  |  | | 9:30-12:30 |  |  |  |  |  | | 8:30-14:30 |  |  |  |  |  | | 9:30-14:30 |  |  |  |  |  | | | | |
| This application places your child on our waiting list. We will contact you as soon as a suitable place becomes available.  **Fees- You will be invoiced at the beginning of each Half Term with fees due to be paid no later than the end of each Half Term.**   |  |  |  | | --- | --- | --- | | **Session Times** | **2 Year olds Fee (£5.50 Per hour)** | **3 & 4 Year old Fee (£5 per hour)** | | 08:30-12:30 (4 hours) | £22.00 per session | £20.00 per session | | 09:30-12:30 (3 Hours) | £16.50 per session | £15.00 per session | | 08:30-14:30 (6 Hours) | £33.00 per session | £30.00 per session | | 09:30-14:30 (5 Hours) | £27.50 per session | £25.00 per session |   **Please note that completion of this form does not guarantee a place for your child, at your preferred start date. On receipt of this form your child will be placed on to the waiting list to start as and when a space is available.**  Once your child is offered a place and you accept it, on admission further personal information and family details are required for our records. Your child’s birth certificate is required at this point with a copy made for our file.  If you find that you no longer need the place, please inform us as soon as possible. Should you decide you no longer need the place we will not retain the details on this application form. | | | |
| Signed parent/carer (1): |  | Date: |  |
| Signed parent/carer (2): |  | Date: |  |
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